



Getting Married While Stationed in Korea

U.S. Citizen to U.S. Citizen



The following information may be found at http://seoul.usembassy.gov/acs_getting_married.html

I. Documents Needed for U.S. Citizens to Get Married in Korea

- 1) **Proof of U.S. Citizenship**, such as a Birth Certificate, Consular Report of Birth Abroad, Naturalization Certificate or U.S. passport. (Original or Certified Copy)
- 2) **Photographic Proof of Identity**, such as a driver's license or military ID card.
 - a) **Affidavit of Eligibility for Marriage**
 - b) This form is available online at <http://www.2id.korea.army.mil/services/legalservices/legalassistance>
 - c) Bring the completed form to the Legal Assistance Office to have it notarized.
- 3) **Proof of Termination of Any Prior Marriage(s)**, including an original or certified copy of a divorce decree, annulment or death certificate for your previous spouse(s).
- 4) **If under the age of 18**, written permission to marry from both parents is required.

II. Getting Married in Korea

- 1) Gather all applicable documents listed above.
- 2) Have the **Affidavit of Eligibility for Marriage** form notarized at the Legal Assistance Office. You **MUST** sign these forms in the presence of the notary. (The U.S. Embassy also offers notary services for this form)
- 3) Take **ALL** your documents, including the notarized Affidavit of Eligibility for Marriage, to the ward office for approval by a Korean government official. For a fee of approximately 1000 won, the ward office will provide you with a "Verification of Registration of Marriage."
 - a) Please see the map below for directions to the ward office located closest to the U.S. Embassy.

III. Optional Step – "Authentication"

- 1) The "Verification of Registration of Marriage" form will be in Korean. If you want to have it translated into English, translation services are available from several companies located across the street from the ward office. The translation will then be notarized by a local Korean notary. The fee for each translation/notary is approximately 12,000 won.
 - a) **Make sure to ask whether the Korean notary is registered with the U.S. Embassy.**
- 2) The U.S. Embassy can then **"authenticate"** that a document has been translated and notarized by a Korean notary that is registered with the U.S. Embassy. The fee for each authentication is \$50.
 - a) Please note that the U.S. Embassy requires that you have an appointment. You can make an appointment online at: http://seoul.usembassy.gov/acs_getting_married.html

What does "authentication" mean?

Authentication means that the U.S. Embassy is confirming that the notary was performed by a competent authority. This authentication process is optional.

Instructions for Completing the Affidavit of Eligibility for Marriage

- ☐ **NAME:** Full name please.
- ☐ **FATHER'S NAME:** Full name please.
- ☐ **MOTHER'S MAIDEN NAME:** Full name please.
- ☐ **PERMANENT ADDRESS:** U.S. citizens must provide their address in the U.S.
- ☐ **PRESENT ADDRESS:** This must be an address in Korea. The address in Korea for U.S. citizens must be preceded by the words "c/o U.S. Embassy, Seoul".
- ☐ **DATE/PLACE OF BIRTH:** Please write the date as "June 14, 1960", not "6-14-60".
- ☐ **OCCUPATION:** If you have no current occupation, please provide your most recent occupation (do not write "none"). If you've never been employed, write "unemployed."
- ☐ **CITIZENSHIP PROVEN BY:** U.S. citizenship is demonstrated by writing "U.S. Passport No. xxxxx"; "Certificate of Naturalization No. xxxxx" or "U.S. Birth Certificate xxxxx". At least one of these documents must be provided.
- ☐ Be sure to also answer the queries about **PREVIOUS MARRIAGE** and **NUMBER OF CHILDREN**.

Things to Keep in Mind

- A common misunderstanding is that you will be married at the U.S. Embassy. In actuality, you will be married at the ward office under Korean law. The only reason you even need to visit the U.S. Embassy is if you decide to do the optional step of having your translated/notarized “Verification of Registration of Marriage” form authenticated.
- While the “authentication” process is optional, it is also **HIGHLY** recommended. Many organizations in other countries (such as in the U.S.) will not recognize a Korean notary. Therefore, it is highly beneficial to have your translated/notarized “Verification of Registration of Marriage” form authenticated by the U.S. Embassy, which essentially confirms that it was completed properly.
- Finally, don’t forget, once you’re married you need to go to your S1 or personnel office to update your SGLI and emergency data card.

Hours of Operation:

	<u>Ward Office</u>	<u>U.S. Embassy</u>
Mon	0930 - 1630	0930-1530
Tue	0930 - 1630	0930-1530
Wed	0930 - 1630	CLOSED
Thur	0930 - 1630	0930-1530
Fri	0930 - 1630	0930-1530

All offices are closed on weekends. The ward office is also closed on Korean holidays, while the U.S. Embassy is closed on Korean and American holidays.



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